



**The First Christian Church of Louisburg**  
(Disciples of Christ)  
Rev. Justin Schwartz 602 N. First St. PO Box 865 Louisburg, KS. 66053

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**A Letter of Understanding**

**This letter is to clarify and affirm a mutual understanding between First Christian Church, Louisburg, Kansas, and you concerning your call to the position of Children and Youth Activities Coordinator.**

- 1. You will organize activities for children and youth starting with children who begin grade 4 in September of each year; some of these activities may be designed for all of the children and youth to participate in together while others may be designed for a specific age group.**
- 2. The activities will be a mixture of social, recreational, spiritual, and service activities throughout the year.**
- 3. You will spend approximately 12 hours per week or approximately 48 hours per month planning and conducting these activities.**
- 4. Your compensation will be \$10,000 per year / \$769 a month / \$192 a week.**
- 5. The Senior Minister will serve as your supervisor and advisor.**

**Please review these 5 items for accuracy.**

**Should you have a different understanding of any of them, make note of those understandings and we will discuss them.**

**If you agree with these 5 items, sign below.**

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**Name**

**Date**

**Justin Schwartz**

**Date**